



Missouri Department of Elementary and Secondary Education

— Making a positive difference through education and service —

September 14, 2006

Dear Exhibitor:

The 2007 Conference on the Young Years will be held March 8-10, 2007. This year's conference will again be held at Tan-Tar-A Resort, Osage Beach, Missouri. Now in its 34th year, this annual conference attracts more than 2,000 participants from public and private school districts, preschools, kindergartens, childcare centers, Head Start programs, Parents as Teachers, parent education programs, early childhood special education programs, early childhood administration, and early childhood higher education institutions.

New this year on a trial basis the exhibits will be held in Windgate Hall. We are pleased to invite you to submit an application to exhibit. There are approximately fifty booths available and will be assigned on a first-come, first-served basis. Please be aware that **no** on-site reservations will be accepted. You will be notified via e-mail by Angie Koetting if your request to exhibit has been approved.

APPLICATION / CANCELLATION

Applications must be completed and mailed with a check for the full amount in order to be accepted. Applications received after all booth spaces have been reserved will be returned and names will be added to a waiting list to contact should anyone cancel. Cancellations must be confirmed in writing. Cancellations received (not postmarked) before February 8, 2007, will be accepted and refunded after the conference. Requests received after February 8, will not be refunded.

BOOTH INFORMATION

Booth Prices:

Early Bird Booth (before 12/01/06)	\$350
Additional Early Bird Booths	\$300
Booth (after 12/01/06)	\$400
Additional Booths (after 12/01/06)	\$350
Electricity	\$50

- Booth prices include one 8' x 10' space with one 6' dressed table, two chairs, rear curtains, a preprinted sign listing exhibitor and booth number, and company information in conference program and listed on the CYY web site.
- Please request electricity on the exhibitor application form.
- The conference program will only list company contact information if received by the Early Bird Deadline.

INSTALLATION AND DISMANTLING OF EXHIBITS

Booths will be ready for setup from 8:00 a.m. until 3:00 p.m. on Thursday, March 8. Exhibits must fit within the assigned space. You may not expand into aisles, unsold booth spaces, etc. Any disputes should be brought to the attention of the DESE staff at the Conference Registration Desk. Exhibits must remain in place until 6:00 p.m. on Friday, March 9. Exhibitors staying until 6:00 p.m. on March 9 will be included in a drawing. There will be five drawing winners. Winners will be able to select their exhibit space for the next year's conference. This will guarantee you a spot at the next year's conference provided payment and registration is received by the Early Bird Registration deadline. You will forfeit the space if the registration and payment are not received by the Early Bird deadline. Requests to remove any part of the exhibit prior to 6:00 p.m. must be cleared with DESE. Dismantling early could result in your request to exhibit at future conferences not being accepted.

EXHIBIT HOURS

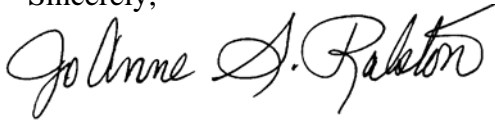
The Grand Opening of Exhibits is scheduled for Thursday, March 8 from 3:00 p.m. until 7:00 p.m. Exhibits will be open on Friday, March 9 from 7:30 a.m. until 6:00 p.m.

DOOR PRIZES

We are asking each exhibitor to donate a door prize to be used for the Exhibitor Drawing. Conference participants will be given a pre-filled ticket that they will need to place in the Door Prize Drawing box at the entrance to the exhibits should they want to participate in the drawing. Prizes will be distributed Saturday morning. Conference Committee member(s) will pick up door prizes on Thursday before the Grand Opening. Exhibitor recognition cards will be available in your booth to attach to the door prize.

If you have any questions or need additional information, please contact Angie Koetting at 573-751-2095.

Sincerely,



Jo Anne Ralston
Director, Early Childhood Education

Enclosure